

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814, M.S. 17-20  
(916) 322-3216



November 7, 1986

ALL-COUNTY LETTER NO. 86-111

TO: ALL COUNTY WELFARE DIRECTORS

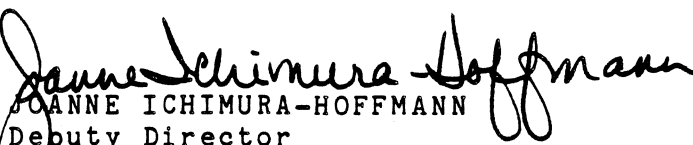
SUBJECT: STATISTICS ON AFDC FAMILY GROUP/UNEMPLOYED CHILDREN AND  
CHILDREN IN FOSTER CARE NEEDED TO IMPLEMENT THE  
EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981.

REFERENCE:

This letter transmits instructions for the collection and reporting of 1986 data for allocations under the Education Consolidation and Improvement Act (ECIA) of 1981.

The forms and instructions for reporting on AFDC children are attached (Attachments I - V) and reflect those changes appropriate to process the October 1986 ECIA reports. The study month for the ECIA report on AFDC children and foster care children will be October 1986. The due date for these reports is November 15, 1986. Since the Statistical Services Section is equipped with microfiche equipment, counties may elect to transmit ECIA report data via microfiche.

Any questions regarding these reports should be directed to Levy St. Mary of the Statistical Services Section at (916) 920-7376.

  
JOANNE ICHIMURA-HOFFMANN  
Deputy Director  
Management Systems and  
Evaluation Division

cc: CWDA

## Attachment I

### Basic Instructions/Background Information

1. Only federally eligible AFDC FAMILY GROUP/UNEMPLOYED children and all non-institutionalized foster care children aged 5 through 17 (born in the period November 1, 1968 through October 31, 1981) in families receiving cash grants during October 1986 are to be reported even though the actual check may have been issued in another month. Each county must use the integrated payroll. No sampling or estimating may be used in preparing these reports.
2. A supporting list of only those federally eligible children aged 5 through 17 in AFDC families receiving grants of \$916.66 or more is required (as stated in the instructions outlined in Report Item 3 on the reverse side of Form CA 802.) Do not submit a list of federally eligible children in families receiving grants less than this amount.
3. The reporting of children in foster care is to be done separately for in-county and out-of-county children. In-county children are those funded by your county living in your county. Out-of-county children are those that are funded by your county but living in another state or county. Again, reportable children are those aged 5 through 17. No supportive list is required for foster children. Do not report children aided by another state or county in your county totals.
4. Grants under Chapter I of the ECIA are to provide services for educationally disadvantaged children. Distribution of these funds is made by the California State Department of Education (SDOE) to the county school districts.
5. To assist the SDOE in the allocation of ECIA, Chapter I funds, the county welfare department is required to release on a computer or manual listing the address of each AFDC FG/U child, aged 5 through 17, in AFDC families who are receiving a grant of \$916.66 or more and \$916.65 or less to SDOE. The determining factors applied by the SDOE in appropriating funds to the individual schools are based on residence given and the fact they are children of AFDC FG/U families receiving grants above the given grant level for the year of reporting. It is not a requirement for purposes of preparing the ECIA annual report to the school district that the name of the school attended by the child be given.
6. Division 19, Confidentiality of Information Manual of Policies and Procedures, Section 19-004.52, states:  
"Information concerning the number of AFDC families living

within a particular school district requested to support entitlement to funds under the ECIA may be released to authorized representatives of the school district. A signed agreement with the school district stating that the confidential information obtained will only be used for purposes of fund claiming under the ECIA and that the district understands that there is a criminal penalty for release or use by the school district for any other purpose shall be obtained. This prohibition includes the use of the confidential records to identify applicants or recipients to school teachers and administrators." Welfare offices are to disclose as little information as possible to meet the surveyor's needs. Addresses may not be retained after the survey is completed, and no one but the surveyors themselves, may have access to the information.

Statistical Report on  
AFDC FG/U RECIPIENTS AGED 5 — 17  
Needed to Implement the  
EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981

|                                       |
|---------------------------------------|
| Date:                                 |
| County:                               |
| Report month:<br><u>October 19 86</u> |

1. AFDC FG/U families with federally eligible children, aged 5 — 17  
and federally eligible children, aged 5 — 17

a. Amount of grant classification

b.

TOTAL .....

Grants \$916.65 or less \* .....

Grants \$916.66 or more .....

| Number of: |          |
|------------|----------|
| Families   | Children |
|            |          |
|            |          |
|            |          |

\* Do not include zero-grant cases.

2. All AFDC FG/U families **regardless** of federal eligibility, ages of children or amounts of grant.

a. Number of families: \_\_\_\_\_

3. Attach a supporting list for the families and children receiving a grant of \$916.66 or more per month.

Person to contact regarding this report:

Telephone number:

(     )

**STATISTICAL REPORT ON AFDC FG/U RECIPIENTS  
AGED 5-17 NEEDED TO IMPLEMENT THE EDUCATION  
CONSOLIDATION AND IMPROVEMENT ACT OF 1981 — OCTOBER 19 86**

**INSTRUCTIONS FOR FORM CA 802****REPORT ITEM 1. ALL AFDC FG/U FAMILIES WITH CHILDREN AGED 5-17 AND CHILDREN AGED 5-17:**

Enter in Item 1b, Column 1, by amount of AFDC FG/U grant classification (Item 1a), the total number of families with at least one federally eligible child, aged 5-17. Exclude from the count of families all cases with no children aged 5-17, nonfederally eligible children aged 5-17, and all zero grant cases. Report only those cases receiving a money payment for the month of October 19 86, even if the check was issued in the prior month.

Enter in Item 1b, Column 2, the total number of federally eligible children aged 5-17 in those families. Exclude all children less than 5 or more than 17 years of age (even if they are members of an included family).

Breakout these two totals by the number of families and children which received grants of \$916.65 or less and those which received \$916.66 or more.

**REPORT ITEM 2. ALL AFDC FG/U FAMILIES REGARDLESS OF FEDERAL ELIGIBILITY, AGES OF CHILDREN OR AMOUNTS OF GRANT:**

Enter in Item 2a (provided from the October 19 86 integrated payroll) the **total** number of AFDC FG/U families **regardless** of federal eligibility, ages of children or amounts of grant.

**REPORT ITEM 3. SUPPORTING LIST ATTACHED:**

For the families and children reported receiving a cash grant of \$916.65 or more, prepare a supporting list with the following information **listed in case number sequence** under the following headings:

|   |   |   |                  |
|---|---|---|------------------|
| <b>State Case Number<br/>(including FBU and<br/>Person Numbers)</b> | <b>Amount of October<br/>AFDC Grant<br/>Exceeding <u>\$916.65</u></b> | <b>Federally Eligible AFDC Children (5-17)<br/>Name</b> | <b>Birthdate</b> |
|---|---|---|------------------|

The October 19 86 AFDC FG/U grant is defined as the cash payment shown on the October integrated payroll.

To minimize errors and resulting correspondence, please apply the attached Survey Check List to the supporting list to ensure that the correct number of cases and children aged 5-17, receiving a grant in October 19 86, are being reported. Submit list with completed reports.

This report is **due** in the Statistical Services Branch by **November 15, 19 86**.

**Statistical Report on  
CHILDREN IN FOSTER CARE  
Needed to Implement the  
EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981**

|                                       |
|---------------------------------------|
| Date:                                 |
| County:                               |
| Report month:<br>October 19 <u>86</u> |

Report separately the In-County total number of children (Item 1.a.) and the Out-of-County total number of children (Item 1.b.) aged 5 through 17 years (born November 1, 19 68, through October 31, 19 81) in noninstitutional foster care supported by public funds. Out-of-County foster children are those children aided by your county, but living in another state or county. Do not report children aided by another state or county. Include all children living in noninstitutional foster care under all public-funded programs, i.e., public agency foster homes; foster homes where care is purchased by public agencies; Title IV, Part A (the AFDC Foster Care Program [AFDC-FC in California]); Title IV, Part B (the CWS Program [only Specialized Child Protective Services in California]); and placements ordered by courts if care is paid by public funds. Do not include children residing in institutions. (For the purpose of this report, a children's institution is a group facility for children under 18 years of age, operated by a person, association, or corporation which accepts for 24-hour care more than 15 children under 18 years of age or a smaller number if the facility is institutional in character, i.e., has a defined staffing structure.) They are not funded under Public Law 95-480. Enter the total number of reportable children in Items 1, 1.a., and 1.b., as appropriate, below.

This report should be as of October 31, 19 86. If another date in October is more convenient for compiling the data, it may be used and specified below; however, the child may not have been reported in the AFDC FG/U totals on Form CA 802.

This report is **due** in the Statistical Services Branch by **November 15, 19 86**.

- 
1. Total number of children aged 5—17  
in noninstitutional Foster Care  
(a + b, below) ..... \_\_\_\_\_
- a. In-County total number of children  
aged 5—17 in noninstitutional  
Foster Care ..... \_\_\_\_\_
- b. Out-of-County total of children  
aged 5—17 in noninstitutional  
Foster Care ..... \_\_\_\_\_
- 

*Report as of  
October 31, 19 86*

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Person to contact regarding this report:

Telephone number:

(      )

**EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981**  
**SURVEY CHECK LIST FOR FORMS CA 802 and CA 803**  
**October 1986**

DATE: \_\_\_\_\_

COUNTY: \_\_\_\_\_

The following edits have been made of the data needed for Allocation of Fiscal Year 1987-88, Education Consolidation and Improvement Act of 1981, Chapter I funds:

A. All four summaries have been completed and are attached:

- |   | <u>CHECK<br/>BOX</u>     |
|---|--------------------------|
| 1. The total number of AFDC FG/U Family Budget Units and Federally Eligible Children aged 5 through 17 receiving grants of \$916.66 or more and those receiving grants of \$916.65 or less.<br>(Form CA 802, Report Item 1) ..... | <input type="checkbox"/> |
| 2. Totals from the entire October 1986 integrated payroll for total AFDC FG/U families regardless of federal eligibility, ages of children or amounts of grants.<br>(Form CA 802, Report Item 2) .....                            | <input type="checkbox"/> |
| 3. A supporting list of federally eligible children aged 5 through 17 in AFDC families receiving grants of \$916.66 or more detailing information about each included case .....  | <input type="checkbox"/> |
| 4. The total number of all children aged 5 through 17 in Foster Homes.<br>(Form CA 803, Report Item 1) .....  | <input type="checkbox"/> |
| B. Total Report Item 1b (Form CA 802), for grants of \$916.66 or more and support list total match .....  | <input type="checkbox"/> |
| C. Only program codes 30, 32, 33 and 35 are represented (Form CA 802) .....   | <input type="checkbox"/> |
| D. The data contain no birth date of a federally eligible child before November 1, 1968 or after October 31, 1981 .....   | <input type="checkbox"/> |
| E. Each included case has at least one federally eligible child with a birth date falling on November 1, 1968 through October 31, 1981 inclusive .....  | <input type="checkbox"/> |
| F. Each case and grant appear on the October 1986 integrated payroll .....  | <input type="checkbox"/> |
| G. Each case has been counted in the appropriate grant group of (\$916.66 or more and \$916.65 or less) .....   | <input type="checkbox"/> |
| H. No child is reported on both the CA 802 and CA 803 Reports .....   | <input type="checkbox"/> |

All of the data submitted in Statistical Reports CA 802 and CA 803 and supporting listings are correct and accurate as determined by the edit items listed and checked above. All statements made pertaining to the accuracy of the data submitted are true and accurate.

Signed: \_\_\_\_\_  
(Person completing edit checks)

Phone: (     )     — \_\_\_\_\_

\_\_\_\_\_  
(Person to contact regarding report)